

THESE DOCUMENTS MUST BE TYPED OR PRINTED, FILLED OUT
COMPLETELY AND MAILED TO THE AEE OFFICE



WHICH EXAM SITE _____ DATE: _____

**ENERGY MANAGER CERTIFICATION ASSOCIATION OF ENERGY
ENGINEERS (CEM®)**

The following information is to be filled out as completely as possible. Please read the "Information for Applicants" very carefully, and also follow instructions for completing and forwarding forms. It is important that the AEE Certification Board have substantiating data for each criteria indicated in the application.

NOTE: ALL APPLICATIONS MUST BE ACCOMPANIED BY THE \$200.00 FILING AND EXAMINATION FEE IN ORDER TO BE CONSIDERED. PAYMENT FOR IN- HOUSE EXAMS WILL BE COVERED BY THE COMPANY.

Mail application and payment to:

AEE – CEM Certification
4025 Pleasantdale Rd. Suite 420
Atlanta, GA 30340

(PLEASE PRINT OR TYPE)

File Number: _____ Payment enclosed \$ _____ Ck# _____
Credit Card#: _____
Amex _____ Visa _____ Master card _____
Expiration Date: _____
Signature: _____

Personal Data (Complete in Full)

Last Name: _____ First: _____ Middle Int. _____

Social Security No.: _____

Job Title: _____

Firm Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax : _____ E-mai _____ l: _____

Residence Address _____

City _____ State _____ Zip _____

Phone: _____

Address Requested for Correspondence: _____ Business _____ Residence

Total Accumulated Points For Divisions I & II Are Limited to 350
Points are based on degree obtained and continuing education courses taken.

DIVISION 1

EDUCATION (MAXIMUM POINTS 350)

(List in chronological order the name and location of each college or university attended; also list graduate and research work and other appropriate training).

Name & Location Of Institution	Years From - To	Date Graduated	Degree Received	Field In Which Degree Was Issued

***Please arrange for Official College Transcript to be forwarded, but do not delay filing of application for this reason.**

DIVISION II

REGISTRATION (MAXIMUM POINTS 350)

I am a Registered Engineer: ___yes ___no

I am a Registered Architect: ___yes ___no

Partial scoring allowed for the following category:

I am an Engineer in Training (E.I.T.): ___yes ___no

If yes to any of the above, complete the following:

State	Registration No.	Date	Now in Force
			___yes ___no
			___yes ___no
			___yes ___no
			___yes ___no
			___yes ___no

Enclose one copy of the Certification of Registration for at least one state where registration is now in force; card **must indicate** that license is currently in force.

Have any states revoked or suspended your registration? ___yes ___no

If yes, please explain:

Partial scoring allowed for the following category:

Certification in affiliate field, i.e. Certified Plant Engineer: ___yes ___no

If yes, please complete the boxed area above and indicate category. Enclose proof of certification in affiliate field.

DIVISION III
EXPERIENCE RECORD
(MAXIMUM POINTS 700)

Applicant should forward one copy of the Employment Verification Form to each employer for those periods which apply to Certification Eligibility. Forms may be addressed to either immediate superiors or to personnel offices.

Please complete the following in chronological order. Include a description of job functions held for those periods of employment, which qualify you for specific category of certification as applied for. This form may be copied if additional space is needed.

Most Recent Employment First

Date: From-To	Employer Name & Address	CONCISE STATEMENT OF ENERGY-RELATED WORK PERFORMED
	TITLE OF POSITION	
Date: From-To	Employer Name & Address	CONCISE STATEMENT OF ENERGY-RELATED WORK PERFORMED
	TITLE OF POSITION	
Date: From-To	Employer Name & Address	CONCISE STATEMENT OF ENERGY-RELATED WORK PERFORMED
	TITLE OF POSITION	

Candidate may obtain 350 points for 3 years of full-time energy experience; 50 points per year thereafter, up to a maximum of 700 points.

REFERENCES

Furnish the names and addresses of at least two references:

The official AEE Certification Form for REFERENCES is to be forwarded by Applicant to individuals listed below and returned directly by referees.

Name	Company and Address	Position

OBLIGATION

I _____(Signature), having completed the aforementioned to the best of my ability, do hereby apply for AEE Energy Manager Certification and wish to take the CEM Examination.

Affidavit

I hereby agree (a) to be bound by terms and provisions of the Certificate of Incorporation of the Association of Energy Engineers, its by-laws and such other regulation as may from time to time be in force, so far as they may affect me;

(b) to indemnify and hold harmless each and all of your members, Board of Directors, Certification Board, officers, examiners and agents from and against any liability whatsoever in respect to any act or omission by you or them or any of them in connection with this application, the examination, the grades given upon such examination, and/or the granting or issuance of or failure to grant or issue a certificate to me; (c) that any prescribed fee paid by me is not refundable; and (d) that any certificate granted or issued me shall remain the property of the Association. I certify that all the information contained in this application is correct to the best of my knowledge.

I further pledge myself hereby to the highest ethical standards in the practice of energy engineering/management.

Signature in Full _____

Date: _____

Certification Board
(Do not complete)

The AEE Certification Board, acting at its regular meeting on _____ 20____ has
____approved _____disapproved this application as presented for certification
classification _____ by _____,
No. _____.

Secretary, AEE Certification Board

Date